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**From:** DiNatale, Margaret (DPH)  
**Sent:** Friday, May 14, 2010 10:41 AM  
**To:** DiNatale, Margaret (DPH); Alfonso, Felipe (DPH); Belanger, Peter (DPH); Borne, Alan (DPH); Caloggero, Dina (DPH); Chen, Karen (DPH); Clemmer, Jill (DPH); Elvin, Paul (DPH); Gauthier, Cheryl (DPH); Han, Linda (DPH); Hennigan, Scott (DPH); Holland, James (DPH); Jacobsen, Patricia (DPH); Jenner, Jennifer (DPH); Kazianis, Arthur (DPH); Konomi, Raimond (DPH); Krumholz, Glenn (DPH); Nassif, Julianne (DPH); O'Brien, Elisabeth (DPH); Rubin, Alan (DPH); Salemi, Charles (DPH); Servizio, Paul (DPH); Smole, Sandra (DPH); Stiles, Tracy (DPH); Swanson, Tanya (DPH); Wang, Xingtai (DPH); Borne, Paul (DPH); Katuramu, Patrick (DPH)  
**Cc:** DiNatale, Margaret (DPH)  
**Subject:** RE: autoclave PM

Hi Again,  
Please make sure that you place a sign on the autoclave on MONDAY evening – Do Not Use – PM due.

After John completes the PM and the lab contact signs the form, you can remove the sign.

The plan is for John to get to all autoclaves on Tuesday. IF he runs into problems with a unit, the schedule will fall behind and all units may not be done on Tuesday. There is no way I can predict that at this time. Please plan for the PM on Tuesday. On Tuesday, if I learn of problems and a disruption to the schedule, I will let you know.

**If you know of a problem with the autoclave in your area now**, please let me know so that I can communicate this to John and he can plan the schedule accordingly.

Thanks,  
Peggy DiNatale

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**From:** DiNatale, Margaret (DPH)  
**Sent:** Tuesday, May 11, 2010 2:17 PM  
**To:** Alfonso, Felipe (DPH); Belanger, Peter (DPH); Borne, Alan (DPH); Caloggero, Dina (DPH); Chen, Karen (DPH); Clemmer, Jill (DPH); Elvin, Paul (DPH); Gauthier, Cheryl (DPH); Han, Linda (DPH); Hennigan, Scott (DPH); Holland, James (DPH); Jacobsen, Patricia (DPH); Jenner, Jennifer (DPH); Kazianis, Arthur (DPH); Konomi, Raimond (DPH); Krumholz, Glenn (DPH); Nassif, Julianne (DPH); O'Brien, Elisabeth (DPH); Rubin, Alan (DPH); Salemi, Charles (DPH); Servizio, Paul (DPH); Smole, Sandra (DPH); Stiles, Tracy (DPH); Swanson, Tanya (DPH); Wang, Xingtai (DPH)  
**Cc:** DiNatale, Margaret (DPH)  
**Subject:** autoclave PM  
**Importance:** High

The next PM on the autoclaves will be done on Tuesday, May 18. John, from TIM, will begin with the TB autoclave as usual and work his way down from 7<sup>th</sup> floor to 2<sup>nd</sup> floor. As usual, John will begin at about 7:30 am and take approximately 30 – 60 minute per autoclave. The time per autoclave varies based on the status of the unit and the need to obtain a badge for secured labs.

**Important:**

1. If you are currently experiencing any problems with the autoclave in your area, please let me know ASAP. This will allow time for me to communicate with John and allow him to alter the schedule, if appropriate.
2. Secured labs: Please be prepared to complete paperwork for the badge for John when he arrives at your lab.

If you have any questions, please contact me by Monday, May 17.

Thanks,  
Peggy DiNatale